

HONOLULU FIRE DEPARTMENT  
**CITY AND COUNTY OF HONOLULU**

636 South Street  
Honolulu, Hawaii 96813-5007  
Phone: 808-723-7139 Fax: 808-723-7111 Internet: www.honolulu.gov/hfd

KIRK CALDWELL  
MAYOR



MANUEL P. NEVES  
FIRE CHIEF

LIONEL CAMARA JR.  
DEPUTY FIRE CHIEF

January 6, 2020

The Honorable Ikaika Anderson  
Chair and Presiding Officer  
and Members  
Honolulu City Council  
530 South King Street, Room 202  
Honolulu, Hawaii 96813

Dear Chair Anderson and Councilmembers:

**SUBJECT: Unbudgeted Temporary Position Notification**

Section 2-17.2(a) of the Revised Ordinances of Honolulu relating to budget execution authorizes the Mayor to establish, fill, and allot funds for temporary positions that are not included in the Executive Operating Budget ordinance after notifying the City Council.

In accordance with the provisions of this ordinance, this notification is hereby submitted for a temporary, part-time Student Aide III position in the Honolulu Fire Department's (HFD) Fire Prevention Bureau. Additional required information on this position is as follows:

1. Type of Temporary Position Required:

A temporary, part-time Student Aide III position as allowed under Section 6-1103(g) of the Revised Charter of the City and County of Honolulu (RCH)

2. Anticipated Duration of the Employment of the Temporary Position:

January 28, 2020 to April 25, 2020, with the possible extension/renewal as required and allowed under the RCH

3. Cost of the Temporary Position:

$\$3,458 = \$14/\text{hour} \times 19 \text{ hours/week} \times 13 \text{ weeks}$

This calculation is based upon the duration of this employment.

20 JAN 6 PM 2:52 CITY CLERK

The Honorable Ikaika Anderson  
Chair and Presiding Officer  
and Members  
January 6, 2020  
Page 2

4. Source of Budgetary Savings Which Will Accrue to Finance the Temporary Position:

This contract position is being funded via account no. 380-HFD-3566-20.

5. Unforeseen or Emergency Circumstance Justifying the Need for the Temporary Position:

The HFD's mission is to emphasize fire prevention and preparedness in addition to effective emergency response. The employee is from the City's Po'okela Fellows program whose purpose is to provide college students with valuable work experience. The employee will continue to receive on-the-job training to provide practical experience in their specific field of study. The position will continue to conduct various supportive assignments related to code enforcement and the Community Online Data for Emergency Services application under immediate supervision.

Should you have questions, please contact Assistant Chief Jason Samala of our Support Services division at 723-7105 or [jsamala@honolulu.gov](mailto:jsamala@honolulu.gov).

Sincerely,



LIONEL CAMARA, JR.  
Acting Fire Chief

cc: Office of the Mayor  
Department of Budget and Fiscal Services,  
Budgetary Administration

APPROVED:



Roy K. Amemiya, Jr.  
Managing Director